

FACILITY RENTAL SURVEY

May 20, 2005

Question #1: How does Council deal with request from the community for higher facility rental fee discounts or fee use?

Campbell	<p>In years past, there were many more requests for fee waivers but because Council has not been approving them, there are currently very few.</p> <p>All waivers are handled under a special events policy. Currently, all requests for fee waivers are handled at one time each year. Staff advises the public of rental fee waiver deadline and collects the applications; then in Sept./Oct., the requests are brought before Council as a group. For those groups requesting a fee waiver after the annual process has been completed, a separate RTC is submitted for each requestor. All facilities are completely rented by churches on Sundays and the City considers these rentals as their "bread & butter." A future consideration is not offering religious groups the same discount as the non-profits (as it is now) but charging them more. Large fund-raising events, i.e., Oktoberfest, Chamber of Commerce functions, are charged only 30% out-of-pocket money; however the City is considering increasing this fee. There is no limit to the number or to the value of fee waivers given by Council.</p> <p>Staff is in the process of reviewing the rental policies and will be going to Council in September with proposed revisions.</p>
Cupertino	<p>Current policy addresses special events with the non-profit groups paying all direct costs (no rental fees). City is in the process of revising rental policies.</p>
Mountain View	<p>Monday through Thursday; rooms are free if not used for City programs. On weekends, non-profits are charged \$32 per hour for the Community Center and once each year may rent the historic Adobe Bldg. for half the normal price per hour (1/2 = \$75). Only residents can rent City facilities except for the Adobe Building which is available for rental to anyone. To date, Council has only waived the rental for the Adobe Building once.</p>

ATTACHMENT D

San Jose	All 42 community centers in San Jose use the Council approved Schedule of Fees and Charges Resolution for rentals (which break down into two categories---non-profit and private). It also authorizes the Director to reduce any or all of the fees. There is a new possibility of renting out community centers to community-based organizations. This is indicative of the new direction the Mayor has asked the City to explore regarding rentals.
Santa Clara	All groups wishing a fee waiver make a presentation before the Parks and Recreation Commission first; then they go to Council.

Question #2: If fees are discounted or waived, how is the overall financial impact handled?

Campbell	Lost revenue and costs are absorbed by the Department.
Cupertino	Direct costs are paid by the users. Lost potential revenue is absorbed by the Department.
Mountain View	Lost revenue and costs are absorbed by the Department.
San Jose	Lost revenue and costs are absorbed by the Department.
Santa Clara	Lost revenue and costs are absorbed by the Department.

Question #3: Does your City discount or waive rental fees of prime rental rooms during prime rental hours (such as weekends)?

Campbell	No; though it maybe considered for the future.
Cupertino	No.
Mountain View	No.
San Jose	No.
Santa Clara	No.